

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Dept of Public Instruction Division: School Support

Budget Code: 13510 Center Title: Financial and Business Services Area Center Number: 1300

***** Position Information *****

Proposed Classification: School Meals Program Consultant Proposed Salary Grade: 72

Salary Range: \$36,521 - \$56,911 Proposed Effective Date: 3/01/06

Number of Positions: 2

	<u>Center Authorized Budget</u> (as of 12/31/05)	<u>Current Request</u> <u>Includes Salary & Benefits</u>
Total Budget	\$ 11,696,063	\$ 137,789
Receipts	<u>5,003,576</u>	<u>137,789</u>
Appropriation	\$ 6,692,487	\$ 0

Funding Source(s): USDA State Administration Grant (federal funds)

Justification for Position (including description of duties and responsibilities):

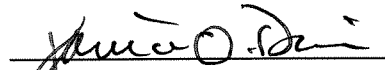
The School Meal Initiative (SMI) is authorized under 7 CFR 210 and 220 and requires State Agencies administering the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to continuously monitor and document schools compliance with federal nutrition standards for reimbursable school meals to ensure that wholesome, nutritious meals are available to all children. The Child Nutrition Services Section has previously contracted with external consultants to conduct nutrient analyses of school meals. With the increased emphasis on school meal integrity and the need to support schools in their implementation of the state's recommended nutrition standards, it is critical for this function to be provided by DPI staff in order to support schools with adequate training and Technical Assistance to successfully achieve the goal of healthful school meals for NC students. (Position Description Attached)

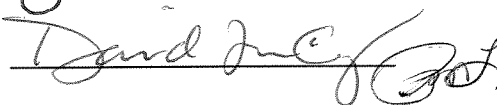
Philip Price

Presentation to be made by

Assoc Supt Financial & Business Services

Title


Agency Head Signature


State Budget Officer Signature

Child Nutrition Consultant, School Meals Initiative (SMI) Position Description

State Agencies are required to evaluate and document LEA compliance with federal nutrition standards for reimbursable school meals in the National School Lunch and School Breakfast Programs. The School Meal Initiative (SMI) is authorized under 7 CFR 210 and 220; State Agencies administering the NSLP and SBP are required to monitor LEA compliance with nutrition standards and implement Corrective Action where indicated to ensure compliance with all requirements necessary to provide wholesome, nutritious meals to all children.

Specific duties of the Child Nutrition Consultant, SMI:

- Conducts SMI Review (Audit) of all Child Nutrition programs (all public, private and charter schools) every 3 – 5 years as required by law for all schools participating in the National School Lunch Program and School Breakfast Program;
- Provides quantitative and qualitative evaluation of reimbursable school meals;
- Provides pre-SMI Review training for all personnel (Child Nutrition Directors, Supervisors, Cafeteria Managers/employees) involved in implementation of SMI within the LEA;
- Plans and facilitates entrance and exit conferences to discuss CRE/SMI process and outcomes with LEA (school) administrators;
- Provides ongoing training for Child Nutrition Personnel in SMI implementation, including menu planning, product specifications, nutrient analysis, production records, and other areas needed;
- Evaluates nutritional content of all reimbursable meals served in schools; conducts nutrient analysis as needed to verify accuracy of LEA's nutrient analysis data;
- Provides Technical Assistance to ensure that meals planned and served are consistent with required nutrition standards and provide appropriate calorie and nutrient levels based on specific age/grade levels;
- Documents SMI compliance (or lack thereof) in conjunction with the Coordinated Review Effort (CRE); communicates SMI results with appropriate LEA personnel and State Agency personnel;
- Reviews and approves/disapproves Corrective Action Plans implemented by schools to achieve compliance with SMI standards; conducts follow-up reviews to document that Corrective Action was effective in achieving compliance;
- Reviews LEA meal production records to verify the accuracy of the school's production records;
- Provides training and technical assistance to schools in effective strategies for implementing the state's recommended nutrition standards contained in the document *"Eat Right: NC's Recommended Standards for All Foods Available in Schools"*;
- Other duties as assigned to assist in successful implementation, monitoring and evaluation of the SMI process.